



**County of Los Angeles**  
**Sheriff's Department Headquarters**  
**4700 Ramona Boulevard**  
**Monterey Park, California 91754-2169**



LEROY D. BACA, SHERIFF

January 22, 2008

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
Los Angeles, California 90012

Dear Supervisors:

**ADVANCE NOTIFICATION OF INTENT TO FILE A REQUEST FOR A  
SOLE SOURCE CONSULTANT SERVICES AGREEMENT WITH  
BUSINESS EXECUTIVES FOR NATIONAL SECURITY**

**PURPOSE**

This letter provides advance notification to your Board that the Los Angeles County Sheriff's Department (Department) intends to enter into negotiations for a sole source Agreement with Business Executives for National Security (BENS). The proposed Agreement with BENS will allow for continuing consultant services to the Region I Homeland Security Advisory Council (HSAC), established under prior Contract number 29201. The continuation of these consultant services to the HSAC will ensure that the County's business community is educated and prepared to respond to and assist Los Angeles County in the event of a catastrophic event.

**BACKGROUND**

On August 30, 2005, the County accepted grant funds from the United States Department of Homeland Security, Office of Domestic Preparedness. The grantor approved \$150,000 to provide a consultant to HSAC. On February 23, 2006, the County entered into an Agreement with BENS to provide a consultant to the Region I HSAC. The Agreement expired on December 22, 2007. HSAC is an advisory board for the Sheriffs of both Los Angeles and Orange County and they assist in the mobilization of the Los Angeles region business community in responding to catastrophic events.

The consultant will provide administrative services for the further development and expansion of HSAC, including recruitment of local businesses, coordination between

*A Tradition of Service*

HSAC and Sheriff's Departments of Los Angeles and Orange Counties, and coordination of activities and initiatives with other similar local, regional, and national organizations.

**FISCAL IMPACT/FINANCING**

One hundred percent of the cost for the services will be subvented with grant funding provided by the United States Department of Homeland Security, Office of Grants and Training. The allocation for this project will be included in the Department's operating budget. The Department will continue to allocate the necessary funds throughout the duration of this Agreement. There is no cost-share or matching fund requirement.

**CONTRACT TERM AND COST**

The term of the proposed Agreement shall be for one year with options to extend the Agreement for up to four additional one year periods, should additional grant funding become available.

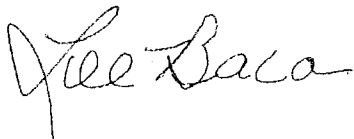
The total contract sum for the first year is \$350,000.

**JUSTIFICATION FOR PROCEEDING ON SOLE SOURCE BASIS**

The prior consulting agreement was procured on a sole source basis based upon BENS' unique qualifications and special expertise to provide a consultant for the specific services required. BENS is a non-profit corporation established in 1982 to assist in enhancing national security. It has nationwide experience in establishing public-private partnerships to counter and respond to national security threats. In particular, BENS specializes in coordinating the resources and expertise of private businesses with the needs of governmental agencies responsible for public safety.

Pursuant to Board policy, the Department will engage in sole source negotiations with the vendor unless otherwise instructed by your Board.

Sincerely,

A handwritten signature in cursive script, appearing to read "Leroy D. Baca".

LEROY D. BACA  
SHERIFF